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ABSTRACT

This document presents administrative guidelines for the certification of teachers in the state of Michigan. Included in the presentation are requirements for state provisional and continuing certificates, special permits, requirements for educational institutions in relation to teacher preparation programs, and requirements through 1976 for permanent certification and state and county limited renewal certificates for certain specified types of teachers. (MJB)

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ED143626

Administrative Rules Governing the Certification of Michigan Teachers

Michigan Department of Education

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
NATIONAL INSTITUTE OF EDUCATION

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747-73-75

FOREWORD

The State Board of Education adopted a new Certification Code in 1967 replacing one that had been unchanged for many years. The 1973 revisions in the Code reflect the most recent effort to meet Michigan's needs following a study which began shortly after adoption of the 1967 Code. That study focused on the need to adapt this series of administrative rules to new needs, to reduce technical problems encountered in the 1967 version, and to produce a single set of consistent administrative rules governing the certification of all teachers, including vocational teachers.

Appreciation is extended to the many persons who gave of their time and energy for the deliberations preceding completion of these revisions. Special recognition is due members of the Advisory Council for Teacher Preparation and Professional Development for their efforts on behalf of improvements in Michigan's teacher certification administrative rules.

John W. Porter

Superintendent of Public Instruction

1973

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DEPARTMENT OF EDUCATION

STATE BOARD OF EDUCATION

TEACHER CERTIFICATION CODE

Filed with Secretary of State,
These rules take effect 15 days after filing with the Secretary of State

Effective May 6, 1975

(By authority conferred on the state board of education by sections 10 and 15 of Act No. 287 of the Public Acts of 1964, as amended, and sections 9 and 302 of Act No. 380 of the Public Acts of 1965, being sections 388.1010, 388.1015, 16.109 and 16.402 of the Michigan Compiled Laws.)

Part 7 of the rules entitled "Teacher Certification Code", being R 390.1171 to R 390.1179 of the Michigan Administrative Code and appearing on pages 4240 to 4242 of the 1967 Annual Supplement to the Code, is rescinded.

Rule 34 of the rules entitled "Teacher Certification Code", being R 390.1134 of the Michigan Administrative Code and appearing on page 72 of Supplement No. 74 to the Code, is amended and rule 3 is added, to read as follows:

R 390.1103. Successful teaching.

Rule 3. (1) The determination of 3 years of successful teaching specified in these rules shall be according to the following:

(a) Employment may be with 1 or more employers in a regular or substitute teaching capacity.

(b) Each period of employment shall be characterized as successful or unsuccessful by the employer.

(c) A year of employment is a minimum of 150 teaching days and may be either an academic or a calendar year, but not more than 1 year of employment can be earned during a calendar year.

(d) A day of employment is 1/2 or more of a teaching day, but not more than 1 day of employment can be earned during a calendar day.

(2) A teacher may appeal any decision under these rules through the recommending institution's appeal procedure and, failing relief from that source, to the state board of education.

R 390.1134. Validity.

Rule 34. (1) A permanent or continuing certificate or full vocational authorization retains its validity providing the holder is employed in an educational capacity for a minimum of 100 days in any given 5 year period.

(2) A permanent or continuing certificate or full vocational authorization is suspended automatically if the holder is not employed in an educational capacity for the minimum of 100 days in the 5 year period.

(3) A suspended permanent or continuing certificate or full vocational authorization may be reinstated for an applicant who presents evidence that he meets either of the following requirements:

(a) Holds a masters or higher degree from an approved teacher education institution.

(b) Has completed, subsequent to the suspension, 6 semester hours of satisfactory college credit from an approved teacher education institution.

(4) A suspended permanent or continuing certificate or full authorization may be reinstated provisionally for 1 year by the state board upon request of a public or private school employer that is willing to employ and sponsor the holder full time for 1 year. The provisional reinstatement shall be authorized to the sponsoring school employer in the name of the holder under the following conditions:

(a) During the reinstatement period the school employer shall provide appropriate classroom supervision to the teacher candidate for reinstatement of the certificate or authorization. The employer shall submit a written evaluation to the state board at the end of the 1 year reinstatement period.

(b) When the employer reports completion of 1 year of successful experience during the reinstatement period the permanent or continuing certificate or full vocational authorization shall be fully reinstated.

(c) When the employer reports that the reinstatement year of experience was unsuccessful, the holder of the suspended certificate or authorization may enroll in a teacher education institution of his choice and complete a minimum of 6 semester hours of credit selected to improve the teaching skills identified by the sponsoring employer as deficient during the 1 year reinstatement period. Upon successful completion of that additional credit, the permanent or continuing certificate or full vocational authorization shall be fully reinstated.

(5) A permanent, continuing or full authorization certificate is valid for teaching in this state in the grades, subjects or levels specified on the certificate.

R 390.1171 - R 390.1179. Rescinded.

ADMINISTRATIVE RULES GOVERNING THE CERTIFICATION OF MICHIGAN TEACHERS

Effective January 18, 1973

(By authority conferred on the state board of education by section 10 of Act No. 287 of the Public Acts of 1964, as amended, and sections 9 and 302 of Act No. 380 of the Public Acts of 1965, being sections 388.1010, 16.109 and 16.402 of the Compiled Laws of 1948.)

Rules 1, 5, 15, 23, 24, 26, 27, 29, 30, 32, 33, 34, 41, 51, 52 and 54 of the rules entitled "Teacher Certification Code", being R 390.1101, R 390.1105, R 390.1115, R 390.1123, R 390.1124, R 390.1126, R 390.1127, R 390.1129, R 390.1130, R 390.1132, R 390.1133, R 390.1134, R 390.1141, R 390.1151, R 390.1152 and R 390.1154 of the Michigan Administrative Code, rules 1, 5, 15, 23, 24, 26, 27, 29, 30, 32, 33, 34, 51, 52 and 54 appearing on pages 4234 to 4240 of the 1967 Annual Supplement to the Code, and rule 41 appearing on page 4741 of the 1968 Annual Supplement to the Code are amended, and rules 29a, 45 and 61 to 67, being R 390.1129a, R 390.1145, R 390.1161 to R 390.1167, are added to read as hereinafter provided.

The rules of the state board of education entitled "Plan for the Certification of Teachers and Coordinators of Trade and Industrial Education", "Plan for the Certification of Teachers and Coordinators of Business Education", "Plan for the Certification of Teachers of Vocational Agriculture", and "Plan for the Certification of Teachers of Vocational Homemaking", being R 390.571 to R 390.603 of the 1954 Michigan Administrative Code, and appearing on pages 4014 to 4019 of the 1954 Administrative Code; rules 2 to 5, 103, 123, 124 and 133 of the rules entitled "Reimbursed Programs of Vocational-Technical Education", being R 395.232 to R 395.235, R 395.333, R 395.353, R 395.354 and R 395.363 of the Michigan Administrative Code and appearing on pages 4247, 4268 and 4270 to 4272 of the 1967 Annual Supplement to the Code; and rule 31 of the "Teacher Certification Code", being R 390.1131 of the Michigan Administrative Code and appearing on page 4237 of the 1967 Annual Supplement to the Code are rescinded.

R 390.571 to R 390.603. Rescinded
R 395.232 to R 395.235. Rescinded
R 395.333. Rescinded
R 395.353. Rescinded
R 395.354. Rescinded
R 395.363. Rescinded
R 390.1131. Rescinded

PART 1. GENERAL PROVISIONS

R 390.1101. Definitions.

Rule 1. As used in this code:

(a) "Elementary school" means a school which includes grades kindergarten to 9.

(b) "Secondary school" means a school which includes grades 7 to 12.

(c) "Sponsoring institution" means a higher education institution approved for teacher education by the state board and which is willing to make recommendations as to applicants for the several certificates provided for in this code.

(d) "State board" means the state board of education.

(e) "Substantive field" means courses in areas other than professional preparation courses in education or courses of content or methods related to the preparation of teachers.

(f) "Satisfactory college credit" means an average grade of "C" or its equivalent.

(g) "Certificate endorsement" means the extension of the grade level validity of an existing elementary or secondary certificate or the completion of a planned program in an area of specialization. The intent of the endorsement program is to permit a person with a secondary certificate to obtain an endorsement at a level other than secondary and to permit a person with an elementary certificate to obtain an endorsement in another area or level other than elementary.

(h) "Early childhood certificate endorsement" means an authorization to teach in any school program preceding or including kindergarten.

(i) "General elementary certificate endorsement" means an authorization to teach in grades kindergarten to 6.

(j) "Middle school certificate endorsement" means an authorization to teach in grades 5 to 9.

(k) "Secondary certificate endorsement" means an authorization to teach in grades 10 to 12.

HISTORY: Add. 1967; Am. 1973.

R 390.1105. Persons required to hold certificates or permits.

Rule 5. (1) A person employed in an elementary or secondary school with instructional responsibilities shall hold a certificate, permit or vocational authorization valid for the positions to which he is assigned.

(2) A teacher aide, classroom assistant, secretary to instructional personnel or other paraprofessional person legally employed in a non-instructional capacity need not be certificated as a teacher.

(3) A student enrolled for student teaching or internship credit at an approved teacher education institution need not hold a teaching certificate but shall be certified by such teacher education institution to the state board as enrolled for student teaching. The certificate shall include the initial and final dates of the assignment and the name of the school to which the student is assigned. Upon filing such certificate with the state board, persons assigned school duties by a board of education shall be considered as lawfully exercising such duties.

(4) A full-time teacher of a day school program reimbursed from vocational education funds (agriculture, business, homemaking, trade and industrial), shall meet the minimum qualifications for endorsement or authorization in the particular vocational education field as specified by the state board.

(5) A teacher in a reimbursed program in special education, shall meet the minimum qualifications for certification when required by law in the particular special education field as specified by the state board.

(6) A previously issued certificate retains its original designation and validity. A permanent certificate continues as a permanent certificate.

HISTORY: Add. 1967; Am. 1973.

R 390.1111. Equality of opportunity.

Rule 11. (1) The state board holds that segregation of students at any level in educational programs seriously interferes with the achievement of equal opportunity guarantees of this state and that segregated schools fail to provide maximum opportunity for the full development of human resources in a democratic society. Therefore, it directs each Michigan institution of higher education approved for the preparation of teachers to provide an opportunity for prospective teachers to: (a) understand the effect of discrimination on minority groups as well as on the majority; and, (b) be educated in integrated teacher education programs so that in their professional careers they will be able to further achievement of the equal opportunity guarantees of this state.

(2) An applicant for provisional certification shall show an awareness that Michigan's constitution and laws guarantee the right to equal educational opportunity without discrimination because of race, religion, color, or national origin.

(3) Such an applicant holds an important responsibility for creating a climate for learning based upon the practice of, and an understanding of, equality of educational opportunity in its fullest sense.

(4) Such an applicant who is otherwise qualified shall not be denied the right to be certified by the state board, to receive training for the purpose of becoming a teacher or to engage in practice teaching in any school, on the grounds he is blind, deaf, or physically handicapped

in some other manner. A school district shall not refuse to engage a teacher on such grounds, if such a handicapped teacher is able to carry out the duties of the position for which he applies in the school district.

HISTORY: Add. 1967.

R 390.1115. Applications and credits.

Rule 15. (1) The application for a certificate or permit shall be directed to the state board of education, Lansing, Michigan, presented on a form supplied or approved by the state board.

(2) Credits toward certification shall be completed through an approved teacher education institution, or accepted in transfer by such an institution, and shall be acceptable toward requirements for a provisional teaching certificate and a bachelor's or higher degree. The state board reserves the right to determine the acceptability of credits presented for certification from approved teacher education institutions located in other states.

HISTORY: Add. 1967; Am. 1973.

R 390.1117. Certificate restrictions and expiration.

Rule 17. (1) A certificate and a permit have certain restrictions as to the nature of teaching for which the holder may be employed. The applicant and the employer shall be thoroughly familiar with the specific provisions regarding the validity of the several certificates.

(2) All certificates and permits expire on June 30 of the expiration year indicated on the certificate or permit.

HISTORY: Add. 1967.

PART 2. STATE PROVISIONAL CERTIFICATES

R 390.1121. General provisions.

Rule 21. (1) A qualified person shall complete an application for provisional certification within 5 years after certification requirements have been met.

(2) The requirements in this part of the code for the several certificates are minimum requirements.

(3) The provisions of this part are mandatory for all persons enrolled in teacher education institutions in this state after July 1, 1970.

HISTORY: Add. 1967.

R 390.1122. General education and substantive fields.

Rule 22. (1) An applicant for a provisional certificate shall demonstrate that he has an acquaintance with the substance, concepts, and methods of the principal areas of human knowledge, and skills essential to communication and inquiry in modern society. He shall present evidence that he has completed not less than 40 semester hours in a program of general or liberal education.

(2) An applicant shall present evidence of completion of a program providing for depth in any substantive field he proposes to teach. At the secondary level, such specialization is ordinarily initiated by completing a major in a specific field or in closely allied fields. At the elementary level, responsibility for introducing pupils to many areas of human knowledge or inquiry shall not deprive the prospective teacher of the opportunity to develop a degree of specialization in a particular substantive field. Therefore, the applicant shall present evidence that he has begun to master a substantive field and is able because of his teaching skills to stimulate students to seek more knowledge and understanding.

HISTORY: Add. 1967.

R 390.1123. Professional education.

Rule 23. (1) An applicant shall present evidence that he has completed 20 semester hours of theoretical and practical knowledge in the following fields:

(a) How human beings grow and how they learn.
(b) The structure, function and purposes of educational institutions in our society.
(c) The methods and materials of instruction appropriate to the elementary or secondary level.
(2) The applicant shall present evidence that he has participated under institutional supervision for a minimum of 6 semester hours (of the 20) in directed teaching at the level for which the certificate is granted.
HISTORY: Add. 1967; Am. 1973.

R 390.1124. Scholastic averages and directed teaching.

Rule 24. (1) An applicant for an elementary or secondary provisional certificate shall have satisfactory college credits prior to assignment to directed teaching. An applicant, to qualify for a certificate, shall obtain satisfactory college credit in directed teaching. An applicant shall have satisfactory college credit in the required hours for each successive certificate.
(2) For certification purposes, a minimum of 30 clock hours of responsible classroom teaching and observation under the supervision of a sponsoring institution is equivalent to 1 semester hour of credit in directed teaching.
(3) The directed teaching requirement for the initial elementary or secondary provisional certificate may be waived in full or in part for an experienced teacher as follows:
(a) For an applicant with an earned master's degree or higher degree and 3 years of successful teaching experience at the appropriate level, together with a recommendation from the school superintendent and the sponsoring institution regarding the certificate, the complete requirement of 6 semester hours may be waived.
(b) For an applicant with less than an earned master's degree but with 5 years of successful teaching experience at the appropriate level, together with a recommendation from the school superintendent and the sponsoring institution regarding the certificate, the complete requirement of 6 semester hours may be waived.
HISTORY: Add. 1967; Am. 1973.

R 390.1125. Degrees and recommendations.

Rule 25. (1) An applicant for a provisional certificate shall have been granted a bachelor's degree from a Michigan college or university approved for teacher education by the state board. Degree requirements for an out-of-state applicant are determined by the out-of-state institution as described in rule 30.
(2) The sponsoring institution shall make recommendation concerning all certificates.
HISTORY: Add. 1967.

R 390.1126. State elementary provisional certificates.

Rule 26. (1) A state elementary provisional certificate may be issued to an applicant who presents evidence that he has completed 1 of the following requirements:
(a) A major of at least 30 semester hours or a group major of 36 semester hours, and a planned program of 20 semester hours in other substantive fields deemed appropriate to elementary education.
(b) Three minors of at least 20 semester hours each, 2 of which shall be in substantive fields which may include a group minor of 24 semester hours, and 1 of which may be a planned program of 20 semester hours in a combination of methods and content appropriate to elementary education.
(2) A state elementary provisional certificate is valid for teaching all subjects in grades kindergarten to 8, and in subject matter areas in grade 9, in which the applicant has completed a major or minor. It is valid for 6 years.
HISTORY: Add. 1967; Am. 1973.

R 390.1127. State secondary provisional certificates.

Rule 27. (1) A state secondary provisional certificate may be issued to an applicant who presents evidence that he has completed the following requirements:
(a) A major of at least 30 semester hours or a group major of 36 semester hours.
(b) A minor of 20 semester hours or a group minor of 24 semester hours.

(2) A state secondary provisional certificate is valid for teaching all subjects in grades 7 and 8, and in subject matter areas in grades 9 to 12 in which the applicant has completed a major or minor. It is valid for 6 years.

HISTORY: Add. 1967; Am. 1973.

R 390.1128. Additional majors and minors.

Rule 28. A person already certificated who wishes to qualify for a new major or minor may combine credit already earned with additional credit to bring the total up to the minimum for a major or a minor as specified in this code. The additional major or minor is to be recommended by a sponsoring institution in the same manner as the original provisional or permanent certificate and is to be recorded on a form certifying supplementary majors or minors.

HISTORY: Add. 1967.

R 390.1129. Certificate endorsements.

Rule 29. (1) The holder of a provisional or continuing certificate (elementary or secondary) may qualify for a certificate endorsement by presenting evidence that he has completed 1 of the following planned programs with a minimum of 18 semester hours: early childhood, general elementary, middle school or areas appropriate to the secondary grades. When the planned program is completed following the issuance of the initial provisional state certificate, the person may apply the credit on the requirements for the continuing certificate.

(2) The holder of a provisional or continuing certificate (elementary or secondary) may qualify at a new certificate level (elementary or secondary) by presenting evidence that he has completed a minimum 12 semester hour planned program appropriate to the new certificate level. The applicant qualifying for the new certificate shall present evidence that he has a distribution of majors and minors appropriate to teaching at that new level. When directed teaching at the new level is required, the minimum of 2 years of successful teaching experience at the appropriate level as determined by the state board may be substituted for the requirement. Credit completed in qualifying at a new certificate level may be applied on the requirements for the continuing certificate.

(3) A Michigan institution approved for teacher education or an institution out of this state as authorized by subdivision (c) of subrule (1) of rule 32 may recommend the additional certificate endorsement.

HISTORY: Add. 1967; Am. 1973.

R 390.1129a. Procedures at expiration of provisional certificates.

Rule 29a. (1) To be qualified for teaching at expiration of an elementary or secondary provisional certificate, an applicant shall qualify within the provisional period for a continuing certificate. If the applicant does not so qualify, a 3-year renewal of the provisional certificate may be granted if the applicant presents evidence that he has completed 10 semester hours of credit since issuance of the provisional certificate or that he holds an earned master's or doctor's degree. A second 3-year renewal may be granted if the applicant presents evidence that he has earned 18 semester hours after issuance of the provisional certificate in a planned course of study applicable toward requirements for a continuing certificate or that he holds an earned master's or doctor's degree.

(2) The sponsoring institution shall make recommendation concerning the certificate.

HISTORY: Add. 1973.

R 390.1130. Reciprocity.

Rule 30. The state board may issue a provisional certificate to a person who has, or who is reported eligible for, a teaching certificate issued by the certificating authority of any other state in which requirements for certification are deemed equivalent to those in effect in this state. The state board may enter into written agreements with the states for the mutual acceptance of 1 or more types of teaching certificates issued by each state. The department of education shall publish and distribute annually a list of states with which reciprocity agreements are signed, or whose certificates are accepted in such manner.

HISTORY: Add. 1967; Am. 1973.

PART 3. STATE CONTINUING CERTIFICATES

R 390.1131. Rescinded 1973 (See R 390.1129a).

R 390.1132. State elementary and secondary continuing certificates.

Rule 32. (1) A state elementary or secondary continuing certificate may be issued to an applicant who presents evidence that he has completed the following requirements:

(a) He has taught successfully for 3 years according to the validity of his provisional certificate and since the issuance of the provisional certificate, as determined by the state board upon recommendation of the sponsoring institution and the local school district.

(b) He has earned 18 semester hours after the issuance of the state provisional certificate in a planned course of study. This advanced course of study is applicable to the applicant's professional development as determined by the state board upon recommendation of the sponsoring institution, and if appropriate, the local school district. A person with an earned master's or higher degree is not required to complete the 18 semester hour planned program.

(c) A continuing certificate may be recommended by a teacher education institution out of this state accredited by a national teacher accreditation agency approved by the state board provided that credits comprising a planned course of study are applicable toward a master's or higher degree at the institution.

(2) This rule is mandatory for all persons seeking certification after July 1, 1976.

HISTORY: Add. 1967; Am. 1973.

R 390.1133. State elementary and secondary 30-hour continuing certificates.

Rule 33. (1) A state elementary or secondary continuing certificate is not required but is available to the teacher who qualifies and requests it.

(2) This certificate may be issued to an applicant who presents evidence that he has completed the following requirements:

(a) He has taught successfully for 3 years, under the terms of his provisional, continuing or permanent certificate as determined by the state board upon recommendation of the sponsoring institution and the local school district.

(b) Thirty semester hours in a planned course of study beyond the bachelor's degree or that he holds a master's degree. This advanced course of study is applicable to the applicant's professional development and shall consist of a planned program contributing specifically to his professional improvement as determined by the state board upon recommendation of the sponsoring institution.

(c) When recommendation for this certificate is made by an institution which is located out of this state and accredited by a national teacher accreditation agency approved by the state board, the credits comprising a planned course of study shall be applicable on a master's or higher degree at the institution.

HISTORY: Add. 1967; Am. 1973.

R 390.1134. Validity.

Rule 34. (1) A permanent or continuing certificate or full vocational authorization retains its validity providing the holder is employed in an educational capacity for a minimum of 100 days in any given 5 year period.

(2) If the holder of a permanent or continuing certificate or full vocational authorization is not employed in an educational capacity for the minimum of 100 days in the 5 year period, his permanent or continuing certificate or full vocational authorization is automatically suspended.

(3) The suspended certificate or authorization may be reinstated provisionally for 1 year by the state board upon request of a public or private school employer that is willing to employ and sponsor the holder of the suspended certificate or authorization full time for 1 year. The provisional reinstatement shall be authorized to the sponsoring school employer in the name of the holder.

(4) During the reinstatement period the school employer shall provide appropriate classroom supervision to the teacher candidate for reinstatement of the certificate or authorization. The employer shall submit a written evaluation to the state board at the end of the 1 year reinstatement period.

(5) When the employer reports completion of 1 year of successful experience during the reinstatement period the permanent or continuing certificate or full vocational authorization shall be fully reinstated.

(6) When the employer reports that the reinstatement year of experience was unsuccessful, the holder of the suspended certificate or authorization may enroll in a teacher education institution of his choice and complete a minimum of 6 semester hours of credit selected to improve the teaching skills identified by the sponsoring employer as deficient during the 1 year reinstatement period. Upon successful completion of that additional credit, the permanent or continuing certificate or full vocational authorization shall be fully reinstated.

HISTORY: Add. 1967; Am. 1973.

PART 4. STATE SPECIAL PERMITS

R 390.1141. General provisions.

Rule 41. (1) On application, the state board will issue a special permit for a person who has the statutory qualifications and has completed, or had accepted by transfer, the prescribed amount of satisfactory college credit on an approved teacher education program. The permit will be a full-year permit or substitute permit.

(2) A permit or renewal is issued to the recommending superintendent or personnel officer who shall apply therefor and affirm under oath that a certificated teacher is not available for employment. The recommending superintendent or personnel officer receiving the permit or renewal shall hold the permit or renewal for the person.

HISTORY: Add. 1967; Am. 1968; Am. 1973.

R 390.1142. Full-year special permits.

Rule 42. (1) An applicant for a full-year special permit shall present evidence that the person has completed 120 semester hours of satisfactory college credit, including 15 semester hours of credit in professional education.

(2) A full-year special permit is valid for teaching in the grades or subjects specified on the permit or both until June 30 of the school year for which the permit is issued.

(3) A full-year special permit will be renewed upon presentation of evidence that the person has completed 6 semester hours of satisfactory additional credit applying on requirements for regular certification.

HISTORY: Add. 1967.

R 390.1143. Substitute permits.

Rule 43. (1) An applicant for a substitute permit shall present evidence that the person has completed at least 60 semester hours of satisfactory college credit until September 1, 1970, and 90 semester hours of satisfactory college credit after September 1, 1970.

(2) After September 1, 1973, the person who presents less than 15 semester hours of credit in professional education, but at least 120 semester hours of satisfactory college credit, is eligible for a substitute permit.

(3) A substitute permit is valid for teaching on a substitute basis for a maximum of 90 days during any school year for a person with a minimum of 60 semester hours of satisfactory college credit, and for a maximum of 90 days during any semester for a person with a minimum of 90 semester hours of satisfactory college credit, except that to be eligible to teach for 90 days, the person with less than 120 semester hours shall have completed 30 semester hours of satisfactory college credit within the last 10 years.

(4) After September 1, 1973, a substitute permit is valid for teaching on a substitute basis for a maximum of 90 days during any school year.

HISTORY: Add. 1967; Am. 1968.

R 390.1144. Substitute permits; renewal.

Rule 44. (1) For a person with 60 semester hours or more of satisfactory college credit who does not teach more than 90 days during any school year, the substitute permit is renewable the following year upon recommendation of the superintendent of schools and without additional credit, but no substitute permit shall be issued for any person with less than 90 semester hours after September 1, 1970.

(2) For a person with 90 but less than 120 semester hours of satisfactory college credit who does not teach more than 180 days during any school year, the substitute permit is renewable the following year upon recommendation of the superintendent of schools and upon presentation of evidence that the person is participating in a planned program approved by the sponsoring institution and has completed 10 semester hours of satisfactory college credit during the preceding 12 months.

(3) For a person with 120 or more semester hours of satisfactory college credit, the substitute permit is renewable the following year.

HISTORY: Add. 1967; Am. 1968.

R 390.1145. Permits in emergency situations.

Rule 45. On recommendation of the superintendent of a local or intermediate school district, the state board may issue a permit for a person with reasonable qualifications when failure to authorize the permit will deprive children of an education. The permit shall be issued for a specific period of time under emergency circumstances not including labor disputes.

HISTORY: Add. 1973.

PART 5. EDUCATIONAL INSTITUTIONS

R 390.1151. Approved teacher education institutions.

Rule 51. (1) The state board approves certain institutions and their programs for the purposes of preparing applicants for certification. Upon request of the state board a teacher education institution shall present a report of its teacher education curricula and definitions of majors and minors. The programs of an approved teacher education institution are subject to periodic review by the state board.

(2) A sponsoring institution recommending applicants for teachers' certificates shall establish selection techniques which insure that only qualified students are admitted to the teacher education program and sponsored for certification.

(3) Unless otherwise approved by the state board, all majors and minors offered by an approved teacher education institution shall be in subject matter fields pertinent to teaching at the level for which certification is to be recommended. The state board reserves the right to determine the acceptability of majors and minors recommended by out-of-state institutions.

(4) An applicant who has been graduated from a specific teaching curriculum, such as fine arts, industrial arts, library science, music, physical education, health education or foreign language, may be certificated to teach such specific subject in elementary and secondary grades when, upon recommendation of the sponsoring institution, the applicant qualifies at both levels.

(5) An applicant convicted as an adult of an act of immoral conduct contributing to the delinquency of a child, or a felony involving moral turpitude, as determined by a court, shall be denied issuance of a certificate or license or shall be denied enrollment for student teaching or internship in a public or private school, or shall have his certificate suspended or revoked.

HISTORY: Add. 1967; Am. 1973.

R 390.1152. Same; equivalence option.

Rule 52. An applicant may satisfy any educational requirement for certification by presenting evidence of an equivalent as determined by the state board. In granting such equivalence the state board shall consider college graduation and scores made on standardized examinations or prior teaching experience, or any combination of these or other appropriate criteria. Evaluation of equivalence shall be under direction of the state board. The sponsoring institution may award semester hours of credit based upon equivalence in partial fulfillment of requirements for a major or minor or for any of the required credits for certification.

HISTORY: Add. 1967; Am. 1973.

R 390.1153. Same; experimental programs.

Rule 53. The state board at the request of an approved teacher education institution may waive for a specific time particular requirements of this code, for experimental teacher education programs. A request for such a waiver shall provide sufficient detail as prescribed to allow the state board to approve such provisions in order that substantial experimentation with patterns of teacher education may be encouraged. Upon adequate evidence, the state board may give continuing status to an experimental teacher education program of demonstrated superiority.

HISTORY: Add. 1967.

R 390.1154. Out of state institutions.

Rule 54. (1) An applicant for certification in this state who has been educated in an accredited institution out of this state shall present evidence of having fulfilled all of the requirements established for residents of this state. The state board may accept credit from an institution accredited by its regional accrediting association.

(2) An applicant for certification in this state who presents credit from a teacher education institution not accredited by its regional accrediting association may validate such credit by gaining unconditional admission to full standing in the graduate department, division or school of a college or university fully accredited by the regional accrediting association, or completing 6 semester hours of acceptable graduate credit in an accredited institution or meeting such requirements as are specified by the state board.

(3) Credits from institutions in foreign countries will be adjudged by the United States Office of Education and by the state board in determining eligibility for certification.

(4) A state elementary or secondary provisional certificate may be issued to an applicant from another state who presents evidence that he has been graduated from a teacher education institution approved by that state's appropriate education agency and has completed a program in elementary or secondary education as prescribed by that teacher education institution, if the institution is accredited at the time of his graduation by a national teacher accreditation agency approved by the state board.

HISTORY: Add. 1967; Am. 1973.

R 390.1155. Non-teacher education institutions.

Rule 55. An applicant presenting credits from an institution of higher education not approved for teacher education purposes shall complete such credits as may be required by the state board in his individual case.

HISTORY: Add. 1967.

R 390.1156. Correspondence credits.

Rule 56. A correspondence credit may not apply toward requirements for a continuing certificate, renewal of a provisional certificate, nor conversion of a provisional or continuing certificate.

HISTORY: Add. 1967.

PART 6. VOCATIONAL ENDORSEMENT AND AUTHORIZATION

R 390.1161. State secondary provisional certification with vocational endorsement.

Rule 61. (1) An applicant for vocational endorsement shall meet the requirements for state secondary provisional certification as described in part 2 of these rules as well as presenting evidence of completing:

(a) A program in vocational teacher education at an institution approved by the state board for the preparation of vocational teachers in the occupational area of the endorsement.

(b) A major or a minor in an approved program in the occupational area of the endorsement.

(c) Two years of work experience in the occupational area of the endorsement or completion of a planned equivalent program of directed supervised occupational experience approved by the department of education. The occupational experience shall be characterized by its relevancy and recency.

(2) Vocational endorsement is valid for teaching in the stated occupational area in approved vocational education programs.

HISTORY: Add. 1973.

R 390.1162. State secondary continuing certification with vocational endorsement.

Rule 62. (1) A state continuing certificate with a vocational endorsement may be issued to an applicant who has met the requirements for continuing certification as described in part 3 of these rules as well as presenting evidence that he has completed the following requirements:

(a) Taught successfully for 3 years according to the validity of his provisional certificate and vocational endorsement and since the issuance of the provisional certificate and vocational endorsement, as determined by the state board upon recommendation of the sponsoring institution and the local school district.

(b) Earned 18 semester hours after the issuance of his state provisional certificate and vocational endorsement in a planned course of study which includes a minimum of 10 semester hours of relevant vocational education. This advanced course of study is applicable to the applicant's professional development as determined by the state board upon recommendation of the sponsoring institution and, if appropriate, the local school district. A person with an earned master's or higher degree is not required to complete the 18 semester hour planned program.

HISTORY: Add. 1973.

R 390.1163. Temporary vocational authorization.

Rule 63. (1) A temporary vocational authorization document may be issued upon the report of a designated vocational teacher education institution to an applicant presenting evidence that he has met the following requirements:

(a) Possesses a baccalaureate degree.

(b) Has a major or minor in the field of specialization in which vocational authorization is being requested or equivalent graduate credits to substitute for the required major or minor.

(c) Has a minimum of 2 years of experience in the occupational area concerned or has completed a planned program of directed supervised occupational experience approved by the state board. The occupational experience shall be characterized by its relevancy and recency.

(2) Temporary vocational authorization is valid for teaching in those courses in which instruction is limited to the occupation specified on the authorization in approved vocational programs. It is valid for 6 years.

HISTORY: Add. 1973.

R 390.1164. Full vocational authorization.

Rule 64. (1) A full vocational authorization document shall be issued to qualified candidates and shall be valid for continued teaching in those courses in which instruction is limited to the occupation specified on the authorization in approved vocational programs.

(2) Applications for full vocational authorization shall contain evidence that the candidate:

(a) Has taught successfully for 3 years according to the validity of his temporary vocational authorization as determined by the state board upon recommendation of the sponsoring institution and the local school district.

(b) Has completed a minimum of 10 semester hours of professional vocational education as determined by the state board and approved by the sponsoring institution and the local school district.

(3) The validity of a full vocational authorization is specified in rule 34.

HISTORY: Add. 1973.

R 390.1165. Annual vocational authorization.

Rule 65. (1) If a candidate does not meet the standards outlined for temporary vocational authorization, an evaluation of competency shall be made by the department of education. The department shall determine the adequacy of his combined education and occupational

and teaching experience in relation to the requirements set forth. A candidate shall have work experience at the journeyman level in apprenticeable trades. If the candidate is deemed competent, a 1 year vocational authorization shall be issued to the school district. This annual vocational authorization is planned primarily for persons who will be teaching only vocationally approved trade and industrial and health occupation courses in grades 9 to 12.

(2) This annual authorization is valid for teaching those courses in approved programs, in which instruction is limited to the occupation specified on the authorization.

(3) A vocational authorization is renewable annually upon the recommendation of the employing local school district.

HISTORY: Add. 1973.

R 390.1166. Credit from institutions not designated for preparation of vocational teachers.

Rule 66. Candidates for vocational endorsement or authorization who present credit from a teacher education institution not approved by the state board for the preparation of vocational teachers may validate the credit by gaining unconditional admission to full standing in the graduate department, division or school of a college or university approved for vocational teacher education, by completing 6 semester hours of acceptable graduate credit in an institution approved by the state board for the preparation of vocational teachers, or meet the requirements specified by the state board.

HISTORY: Add. 1973.

R 390.1167. Instructional programs leading to state or federal license.

Rule 67. Personnel assigned instructional responsibility in fields for which a state or federal license is required shall hold the appropriate license before requesting a vocational endorsement or authorization.

HISTORY: Add. 1973.

PART 7. CERTIFICATION OF TEACHERS UNTIL 1970

R 390.1171-R 390.1179. Expired 1970.

PART 8. CERTIFICATION OF CERTAIN TEACHERS UNTIL 1976

R 390.1181. State permanent certificates; elementary.

Rule 81. (1) A state elementary permanent certificate may be issued to an applicant who has held a state elementary provisional certificate and who presents evidence that he has met the following requirements:

(a) The application shall be made within 1 year after expiration of the state elementary provisional certificate.

(b) He has taught successfully 3 years in elementary schools within the 5 year period provided in the provisional certificate.

(c) He has earned 10 additional semester hours of credit in an approved institution after the date of issuance of the original state elementary provisional certificate.

(d) Credit earned after receiving the state elementary provisional certificate whether or not leading to a master's or higher degree, may be counted toward requirements for the state elementary permanent certificate, or additional majors or minors.

(2) The sponsoring institution shall make recommendation concerning permanent certification after submission of evidence by the applicant or after the collection of evidence by the sponsoring institution.

(3) A state elementary permanent certificate qualifies the holder to teach from the date of issuance in the elementary grades of the public schools of this state.

HISTORY: Add. 1967.

R 390.1182. State permanent certificates; secondary.

Rule 82. (1) A state secondary permanent certificate may be issued to an applicant who has held a state secondary provisional certificate, and who presents evidence that he has met the following requirements:

(a) The application shall be made within 1 year after expiration of the state secondary provisional certificate.

(b) He has taught successfully 3 years in the secondary schools within the 5 year period defined by the validity of the provisional certificate.

(c) He has earned 10 additional semester hours of credit in an approved institution after the date of issuance of the original state secondary provisional certificate. It is recommended, but not required, that such credit be in partial fulfillment for the master's degree.

(d) Credit earned after receiving the state secondary provisional certificate, whether or not leading to a master's or higher degree may be counted toward requirements for the state secondary permanent certificate, or additional majors or minors.

(2) The sponsoring institution shall make recommendation concerning permanent certification after submission of evidence by the applicant or after the collection of evidence by the sponsoring institution.

(3) A state secondary permanent certificate qualifies the holder to teach from the date of issuance in the secondary grades of the public schools of this state in the subjects or subject fields indicated on the certificate.

HISTORY: Add. 1967.

R 390.1183. State permanent certificates; general provisions.

Rule 83. (1) Waiver of additional training. Additional training for a state elementary or secondary permanent certificate may be waived when the applicant has a master's or higher degree from an accredited institution when the provisional certificate was issued, or prior to the application for a state elementary or secondary permanent certificate.

(2) Changes from provisional certification. To be qualified for teaching at the expiration of an elementary or secondary provisional certificate, the applicant shall qualify within the provisional period for the state permanent certificate. If the applicant does not qualify for the state permanent certificate within the provisional period the privilege of candidacy for a permanent certificate is forfeited. To qualify for reconsideration the holder shall meet the conditions specified by the state board to apply to the individual case.

(3) Invalidation of certificate. If the holder of a permanent certificate is not actively employed in this state, or elsewhere, for 5 consecutive years in an educational position, the certificate is automatically suspended. To qualify for recertification the conditions specified by the state board to apply to the individual case shall be met.

HISTORY: Add. 1967.

R 390.1184. State limited renewal certificates; 3-year.

Rule 84. (1) A 3-year state limited renewal certificate may be issued to the holder of a 3-year state limited certificate or a 3-year state limited renewal certificate, who has earned 10 semester hours of bachelor's degree credit since the date of issuance of the last certificate held. Renewal credits shall be presented to the state board by the approved teacher education institution where the applicant is a candidate for the bachelor's degree, be of an average grade of "C" or better, and be applicable toward requirements of the curriculum approved for a state provisional certificate.

(2) A 3-year state limited renewal certificate is valid for 3 years from the date of issuance and qualifies the holder to teach in the elementary grades of any school district except 1 which maintains an approved high school.

HISTORY: Add. 1967.

R 390.1185. State limited renewal certificates; 1-year.

Rule 85. (1) A 1-year state limited renewal certificate may be issued to the holder of a 1-year state limited certificate or a 1-year state limited renewal certificate, who has earned 6 semester hours of bachelor's degree credit since the date of issuance of the last certificate held. Renewal credits shall be presented to the state board by the approved teacher education institution where the applicant is a candidate for the bachelor's degree, be of an average grade of "C" or better, and be applicable toward requirements of the curriculum approved for a state provisional certificate.

(2) A 1-year state limited renewal certificate is valid for 1 year from the date of issuance and qualifies the holder to teach in the elementary grades of any school district except 1 which maintains an approved high school.

HISTORY: Add. 1967.

R 390.1186. County limited renewal certificates; 2-year.

Rule 86. (1) A 2-year county limited renewal certificate may be issued to the holder of a 2-year county limited certificate, or a 2-year county limited renewal certificate, who has earned 10 semester hours of bachelor's degree credit since the date of issuance of the last certificate held. Renewal credits shall be presented to the state board by the approved or accredited teacher education institution where the applicant is a candidate for the bachelor's degree, be of an average grade of "C" or better, and be applicable toward requirements of the curriculum approved for a state provisional certificate.

(2) A 2-year county limited renewal certificate is valid for 2 years from the date of issuance, and qualifies the holder to teach in the county where the county normal is situated and in any primary school district employing not more than 2 teachers.

(3) Only 2 two-year county limited renewal certificates will be issued to an applicant.

HISTORY: Add. 1967.

R 390.1187. County limited renewal certificates; 1-year.

Rule 87. (1) A 1-year county limited renewal certificate may be issued to the holder of a 1-year county limited certificate or a 1-year county limited renewal certificate who has earned 6 semester hours of bachelor's degree credit since the date of issuance of the last certificate held. Renewal credits shall be presented to the state board by the approved or accredited teacher education institution where the applicant is a candidate for the bachelor's degree, be of an average grade of "C" or better, and be applicable toward the requirements of the curriculum approved for the state provisional certificate.

(2) The 1-year county limited renewal certificate is valid for 1 year from the date of issuance, and qualifies the holder to teach in the county where the county normal is situated and in any primary school district employing not more than 2 teachers.

(3) Only 5 one-year county limited renewal certificates will be issued to an applicant.

HISTORY: Add. 1967.

R 390.1188. Limited renewal certificates; renewal.

Rule 88. (1) In order that the holder of a limited renewal certificate may retain without interruption his status as a legally qualified teacher, he shall apply for renewal to the state board between April 1 and September 1 of the year the certificate expires. Failure to arrange for renewal constitutes forfeiture of the certificate. The holder, however, remains eligible to apply for renewal until June 30 of the year following expiration of his certificate. Thereafter he may obtain certification only by presenting evidence of 16 semester hours of prescribed college credit earned with an average grade of "C" or better since the date of issuance of the forfeited certificate and applicable toward requirements of the curriculum approved for the state provisional certificate.

(2) An application for any limited renewal certificate and the resumption of renewal privileges shall be secured from the intermediate superintendent of schools and be endorsed by the superintendent.

(3) Credits earned in meeting requirements for any limited renewal certificate shall apply toward a permanent certificate curriculum as approved by the state board.

HISTORY: Add. 1967.

R 390.1189. Expiration of part 8.

Rule 89. Part 8 expires on June 30, 1976.

HISTORY: Add. 1967.

APPENDIX A--EXCERPTS OF LEGAL PROVISIONS GOVERNING CERTIFICATION OF TEACHERS

I. State Board of Education Authority to Issue Certificates

Determination of the requirements for, and issuance of, all licenses and certificates for teachers in the public schools of this state.

(M.C.L. § 388.1010 - Sec. 10 of Act 287 of P.A. 1964)

II. Certification--Teachers in Non-Public Schools

No person shall teach or give instruction in any of the regular or elementary grade studies in any private, denominational or parochial school within this state who does not hold a certificate such as would qualify him or her to teach in like grades of the public schools of the state.

(M.C.L. § 388.553 - Sec. 3 of Act 302 of P.A. 1921)

III. Age and Citizenship

No certificate qualifying a person to teach in the public schools of this state shall be granted to any person who is not at least 18 years of age. No permanent certificate qualifying a person to teach in the public schools of this state shall be granted to any person who is not a citizen of the United States. Any certificate granted in contravention of the provisions of this section shall be void.

(M.C.L. § 340.852 - Sec. 852 as amended of Act 269 of P.A. 1955)

IV. Penalty for Employing Unqualified Teachers

As provided in the School Code, the board of any district shall not permit an unqualified teacher to teach in any grade or department of the school. A district employing teachers not legally qualified shall have deducted the sum equal to 1/2 the amount paid the teachers. Each intermediate superintendent shall notify the Department of Education of the name of the unqualified teacher and the district employing him and the amount of salary the unqualified teacher was paid within his intermediate district.

(M.C.L. § 388.1263 - Sec. 163 of Act 258 of P.A. 1972)

V. Certificate not Valid Unless Properly Recorded

Before any teacher's certificate shall be valid in any school district, the holder thereof shall record the same in the office of the county superintendent of schools of the county (intermediate school district superintendent) or in the office of the superintendent of schools of any school district, of the first, second, or third class or in the office of the superintendent of schools of any school district located wholly or partly within a village or city having a population of 10,000 or more where such person expects to teach.

(M.C.L. § 340.851 - Sec. 851 of Act 269 of P.A. 1955)

VI. Oath of Allegiance of Teacher

Before any teacher's certificate shall be valid in this state, the holder thereof shall make and subscribe the following oath (or affirmation): "I do solemnly swear (or affirm) that I will support the constitution of the United States of America and the constitution of the state of Michigan and that I will faithfully discharge the duties of the office of teacher according to the best of my ability."

Any teacher's certificate issued after the effective date of this act shall have attached thereto or superimposed thereon said oath of allegiance signed by the teacher, a duplicate of which oath shall be signed and filed with the Superintendent of Public Instruction: Provided, that said duplicate oath need not be so filed if the teacher has heretofore filed with the Superintendent of Public Instruction an oath in the form herein prescribed. All teachers who hold certificates issued in this State prior to the effective date of this act shall file said oath with the Superintendent of Public Instruction. The oath in all cases shall be notarized.

(M.C.L. § 340.851 - Sec. 851 of Act 269 of P.A. 1955)